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GUIDE PRODUCED BY:

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Office of Nutrition

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*Amherst
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INTRODUCTION

This guide has been written for people who work with low-income families and individuals. In recent years poverty has increased, yet food assistance programs, such as Food Stamps, Summer Food Service for Children and the Temporary Emergency Food Assistance Program, continue to be underused by eligible households. One reason for this underuse is a lack of information on eligibility requirements and application procedures. Many health care specialists, nutritionists, social workers and other providers are unaware of these food assistance programs, or unclear about how to help their clients use them.* This guide was written to help these providers help their clients. It also specifically addresses ways in which homeless people can gain access to food assistance programs. The homeless frequently do not use public assistance programs simply because they do not know how to enter the system or think they are not eligible.

This guide is specifically about food resources available to low-income families. It does not include nutrition counseling and education services that are available in Massachusetts. For information on these services, call the Department of Public Health's Office of Nutrition at (617) 727-9283.

For each food assistance program listed, the following information is included: a brief summary of the program benefits, eligibility criteria, application procedures, and a telephone number to call for more information. The intent of this guide is to present information on each program in a clear, concise manner, but remember: it does not cover everything. It will give users the ability to screen their clients for eligibility for food assistance programs in the state. However, final approval on eligibility requires a formal application to the program.

Other information in this guide that may be useful to clients includes:

- Other public assistance programs -- beginning on page 32.
- A page of telephone numbers for easy referral -- pages 2 and 3.
- A quick-reference table of income levels and program eligibility -- page 1.

*Note: Referral of undocumented individuals to food assistance and public assistance programs should be done with caution. Participation in certain assistance programs may jeopardize the immigration status of undocumented individuals, particularly the amnesty applicant. It should be noted, however, that participation in WIC and Healthy Start does not affect an applicant's status. Referral to these programs can be made without jeopardy. For all other programs use caution. For more information on this issue, call the National Immigration Law Project at (617) 227-9727 or one of the other Legal Service offices listed on page 3.

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INCOME/PROGRAM PARTICIPATION GUIDE

The following chart is a compilation of food assistance programs and maximum allowable income levels for eligibility. If a household is at or below the poverty level listed along the left-hand side of the chart, it may be eligible for the assistance programs listed on the right-hand side of the chart.

Note: In many programs, factors other than income are also taken into account when determining eligibility. Therefore, this chart is only a guide and does not guarantee a client's acceptance into a program. Also, there may be some exceptions to the allowable income levels. For example, although TEFAP's guideline is set at 150% of federal poverty, it will accept WIC participants, whose incomes may be as high as 185% of federal poverty.

Poverty Guidelines	Household Size							
	1	2	3	4	5	6	7	
100%	\$5,980	8,020	10,060	12,100	14,180	16,180	18,220	Food Stamps (net income) Free School & Summer Meals, TEFAP, EFNEP, WIC, Head Start
125%	7,475	10,025	12,575	15,125	17,675	20,225	22,775	WIC, Free School & Summer Meals, Food Stamps (gross income), TEFAP, EFNEP
130%	7,774	10,426	13,078	15,730	18,382	21,034	23,686	WIC, Free School & Summer Meals, Food Stamps (gross income) TEFAP
150%	8,970	12,030	15,140	18,250	21,240	24,350	27,460	Food Stamp and Lunch Program, TEFAP
185%	11,063	14,837	18,710	22,345	26,104	29,348	32,592	Food Stamp and Lunch Program, TEFAP
200%	11,960	16,010	20,120	24,200	28,280	32,360	36,440	Health, Child Elderly Nutrition Program & Elderly Lunch Program
No Income Standard								

Above guidelines effective July 1, 1989 - June 30, 1990.

Example: A household at 130% of federal poverty may be eligible for WIC, TEFAP, Food Stamps and free school and summer meals for children. See Appendix for charts of federal poverty income guidelines.

Note: The Child Care Food Program's guidelines vary according to the type of sponsor. Therefore, it has not been included in the chart above. See program description on page 4 for information.

TELEPHONE NUMBERS

Nutrition Programs

Child Care Food Program (617) 770-7260

Expanded Food and Nutrition Program (EFNEP) 1-800-622-3637

Elderly Lunch Program (617) 770-7270

Elderly Nutrition Program 1-800-882-2003

Food Stamps 1-800-645-8333

Head Start (617) 565-1134

School Meal Program Call school principal/superintendent
or (617) 770-7270

Special Milk Program (617) 770-7260

Special Supplemental Food Program for Women, Infants, and Children (WIC)
..... 1-800-411-1001

Summer Food Service for Children (617) 770-7260

Temporary Emergency Food Assistance Program (TEFAP) (617) 770-7280

Public Assistance Programs

Aid to Families with Dependent Children (AFDC) 1-800-841-2900

Healthy Start 1-800-531-BABY

Medicaid 1-800-841-2900

The following telephone numbers are included for additional information on food resources, legal rights or general information.

Food Resource Information

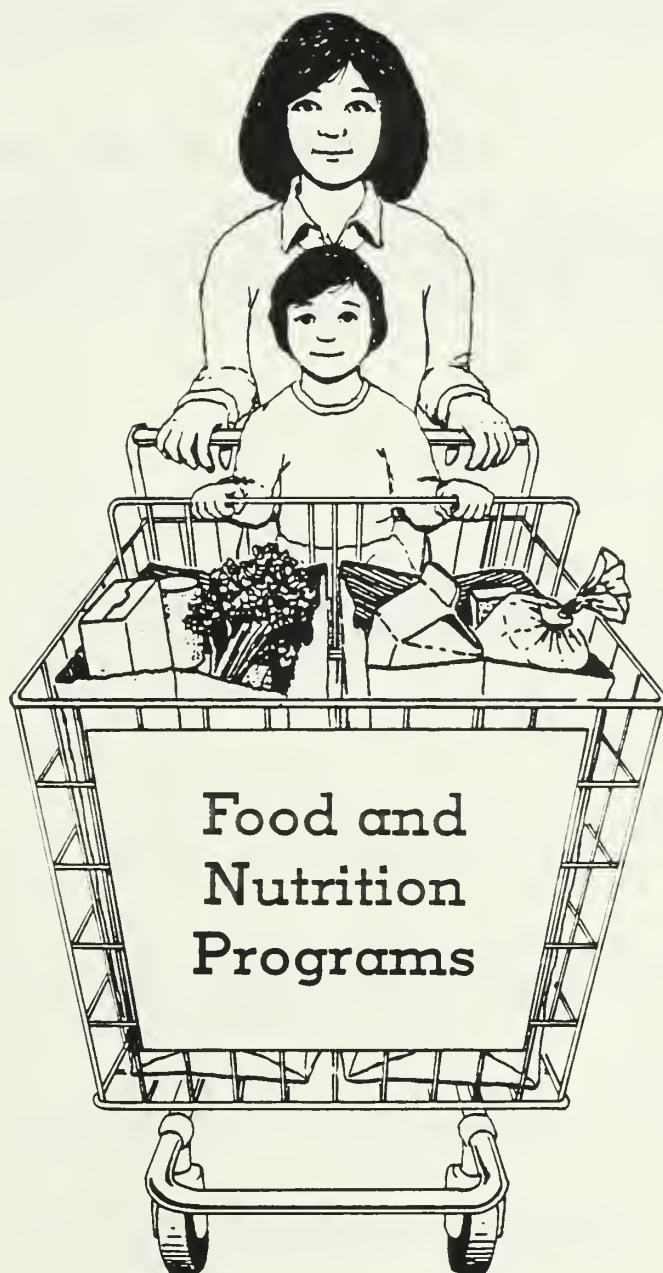
Boston Food Bank (617) 427-5831
Department of Public Health, Office of Nutrition (617) 727-9283
Project Bread Hunger Hotline (617) 523-7010
Western Massachusetts Food Bank (413) 247-9738
Worcester Food Bank (508) 798-0191

Legal Information

Greater Boston Legal Services (617) 351-5757
Legal Assistance Corporation of Central Massachusetts . . 1-800-852-2030
Massachusetts Law Reform Institute (617) 742-9250
National Immigration Law Project (617) 227-9727
Southeastern Massachusetts Legal Services (508) 586-8393
Western Massachusetts Legal Services (413) 499-1950

General Information

Citizen Information Service 1-800-392-6090
Fuel Assistance Programs 1-800-632-8175
Higher Education Information Center:
 Career and Learning Line 1-800-442-1171
Information Center for Individuals with Disabilities . . 1-800-462-5015
Supplemental Security Income (SSI) 1-800-882-1435
United Way of Massachusetts Bay
 Information and Referral Service (617) 482-1454



THE CHILD CARE FOOD PROGRAM

WHAT IS THE CHILD CARE FOOD PROGRAM?

The Child Care Food Program is a federally funded nutrition program designed to encourage child care centers, school-age child care programs and family day care homes to serve a variety of nutritious foods to children who attend.

WHAT DOES THE CHILD CARE FOOD PROGRAM PROVIDE?

Financial assistance is provided to individuals in care centers, or to the center or family day-care home as a whole through sponsorships. The level of financial assistance depends on the family size and income of children who attend, with all children receiving the benefits of the program.

WHO QUALIFIES?

- Children 12 years and younger (15 years and younger for children of migrant workers).
- People who are physically or mentally handicapped, regardless of age, if they receive care at a center where the majority of the enrollees are 18 or younger.

OTHER REQUIREMENTS

- Children attending centers which charge separately for meals must complete a family size and income statement to qualify for free or reduced price meals.
- Reduced-price meals are available to children from families whose incomes are between 130% and 185% of federal poverty guidelines. See Appendix for current income guidelines.
- Free meals are available to children from families whose incomes are at or below 130% of federal poverty guidelines. See Appendix for current income guidelines.
- All children in participating family day care homes receive free meals regardless of family income.
- A foster child who is a ward of the state is considered to be a family of one. In determining eligibility for benefits, only the funds which can be identified for personal needs of the child (clothing, school fees, allowances, etc.) received from the welfare agency will be considered as income. When such funds cannot be identified, no portion of the funds provided by the welfare agency shall be considered as income.

SPONSOR REQUIREMENTS

- The program is open to any public or private nonprofit institution that is licensed to provide child care services on a nonresidential basis. Such organizations include, but are not limited to, child care centers, school-age child care programs and family day care homes.
- Private for-profit centers may also qualify for program benefits if they receive compensation under Title XX of the Social Security Act for at least 25% of the children who are receiving nonresidential day care.
- Child care centers and school-age child care programs can participate in the Child Care Food Program either independently or under the auspices of a sponsoring organization which accepts final administrative and financial responsibility for the program. Family day care homes, however, must have a sponsoring organization to participate.
- Participating centers serving meals may be eligible to receive both financial reimbursement and surplus foods.
- All participating institutions may receive reimbursements for up to two meals and one snack daily.

FOR MORE INFORMATION:

Call (617) 770-7260, or write:

Department of Education
Bureau of School Nutrition Services
1385 Hancock Street
Quincy, MA 02169

ELDERLY NUTRITION PROGRAM

WHAT IS THE ELDERLY NUTRITION PROGRAM?

The Elderly Nutrition Program is a federal and state funded nutrition program, administered by the Executive Office of Elder Affairs, which allows local elderly agencies to provide nutritious meals to senior citizens.

WHAT DOES THE ELDERLY NUTRITION PROGRAM PROVIDE?

Meals are provided at congregate meal sites, through home-delivered meals, and through the Homeless Elders Meal Program to senior citizens (age 60 or older) and handicapped or disabled people under age 60 who live in housing facilities occupied primarily by the elderly where congregate meals are served. Each meal contains at least 1/3 of the current daily Recommended Dietary Allowance of nutrients and considers the special dietary needs of the elderly. In addition to providing meals, the Elderly Nutrition Program provides nutrition education and strives to lessen isolation and loneliness by providing access to social and rehabilitative services.

CONGREGATE MEALS

The congregate meal program provides one meal a day (usually lunch), Monday through Friday at senior centers, churches and other locations. Some programs also offer meals on weekends. Transportation is often available for those who have trouble getting around on their own.

WHO QUALIFIES?

- People age sixty (60) or older, and the spouses of eligible people.
- Handicapped or disabled people under age sixty (60) who live in housing facilities occupied primarily by the elderly, where congregate meals are served.
- No income eligibility test is required.

HOME-DELIVERED MEALS

Home-delivered meals provide nutritious meals to elders who are unable to leave their homes due to illness, disability or frailty. Meals are delivered Monday through Friday at mid-day. Cold-supper bags and weekend frozen meals are also available in some areas.

WHO QUALIFIES?

- People age sixty (60) or older, the spouses of eligible people, and handicapped or disabled people under age sixty (60) who live in housing facilities occupied primarily by the elderly (where congregate meals are served), if they:
 1. Have physical, emotional, or cognitive impairments, or have inadequate kitchen facilities which result in an inability to prepare nutritionally adequate meals, and
 2. Are unable to attend a congregate meal site, and
 3. Have no one to help with meal preparation.
 - No income eligibility test is required.
-

Note: Home-delivered meals are also offered through the Home Care Program for Elders. This is an integrated program that offers a broad range of services that includes case management, homemaker/personal care, companion service and respite care to name a few. For more information on the Home Care Program, call 1-800-882-2003.

HOW TO APPLY

- There are local elder nutrition agencies located throughout Massachusetts. To find the nearest agency, call 1 800-882-2003.
- Call the local agency. The local agency can refer clients to a congregate meal site in their area over the telephone. Clients do not have to go to the agency office to apply.
- The agency will direct clients to call the site manager to let them know when they will be coming to that meal site. If clients call before noon, they will be able to receive a meal the following day.
- If the client needs home-delivered meals, a program representative will arrange an appointment to meet with the client at home for a home-delivered meals assessment.
- Clients who appear to need additional services will be referred to a home-care program that will provide home-delivered meals in conjunction with other services.

- If the client's only need is home-delivered meals, a service plan will be developed based on nutritional needs. For example, a client may need frozen weekend meals in addition to weekday deliveries.
- A donation of approximately \$1.00 is requested, but not required. All donations are strictly confidential.

HOMELESS ELDERS PROGRAM

The Homeless Elders Program allows community agencies to deliver nutritious meals to areas in the community where homeless elders can be found. Although this is the major objective of the program, many agencies have expanded their services to include outreach workers, social workers, medical care and transportation.

- FOR MORE INFORMATION on congregate meals, home delivered meals or the Homeless Elders Program, call 1-800-882-2003, or write:

The Executive Office of Elder Affairs
38 Chauncy Street, 2nd Floor
Boston, MA 02111

*Amherst
highland valley
hadley
1800-322-0550*

*home care
cooperated*

ELDERLY SCHOOL LUNCH PROGRAM

WHAT IS THE ELDERLY SCHOOL LUNCH PROGRAM?

The Elderly School Lunch Program is a feeding program jointly administered by the Executive Office of Elder Affairs and the Department of Education. School systems of any city or town, as well as private non-profit schools, may extend the school lunch period to offer a noontime meal to elders. All sponsoring schools or school systems offering this program must also participate in the National School Lunch Program. In most cases, meals are served to seniors on weekdays during the school year; however, some programs may offer meals year-round.

WHO QUALIFIES?

- People age 60 or older and the spouses of eligible people.
- No income eligibility test is required.

HOW TO APPLY

- Call the local public school system for information on meal sites in the area, or call the Department of Education's Bureau of School Nutrition Services at (617) 770-7210.
- There is no application process for this program. However, when the participants arrive at the meal site, they must fill out a participation card. This asks only for their name, address and contact person in case of emergency.
- A mandatory fee of 50¢ is required for the meal. (Note: This differs from the Congregate and Home-Delivered Meals sponsored by the Elderly Nutrition Program where the contribution is strictly voluntary. See page 6.)

FOR MORE INFORMATION:

Call (617) 770-7210, or write:

The Department of Education
Bureau of School Nutrition Services
1385 Hancock Street
Quincy, MA 02169

UNIVERSITY OF MASSACHUSETTS - COOPERATIVE EXTENSION -
EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM (EFNEP)

WHAT IS EFNEP?

The Expanded Food and Nutrition Education Program is a federally funded program of the University of Massachusetts - Cooperative Extension at Amherst that provides nutrition education to low-income families and individuals. This program develops understanding and awareness through a variety of methods including direct teaching by nutrition assistants in existing groups (such as Employment and Training Program), cluster groups consisting of two to five participants, one-on-one home visits, mailings, telephone and mass media efforts.

WHAT DOES EFNEP PROVIDE?

Adult program - EFNEP provides education on food and nutrition to participants to teach them how to:

- Plan for daily food needs.
- Prepare nutritious, low-cost meals that meet the daily Recommended Dietary Allowance of nutrients.
- Select and buy food economically.
- Effectively use other supplemental programs available to them such as Food Stamps, WIC, School Meal Programs, etc.

Youth program - EFNEP provides nutrition education for low-income youth in both small and large group settings:

- Small 4-H groups meet for a series of 4 to 12 nutrition lessons taught by trained volunteers.
- Summer mini-camp nutrition programs.
- Audiovisual nutrition education programs are available to community agencies and schools.

WHO QUALIFIES?

- Families with children under 19 years old
- Pregnant women
- Individuals who are responsible for purchasing and preparing foods (such as special needs adults, teens living independently)

WHO MUST:

- have incomes at or below 125% of federal poverty guidelines (see Appendix for current income guidelines) and
- be at nutritional risk as determined by an EFNEP nutritionist.

HOW TO APPLY

- To apply for either the youth or the adult programs, call the state EFNEP office at 1-800-622-3637.
- A coordinator will ask some general information such as the client's name, address, number of children and income level. The coordinator will then refer the client to an EFNEP office in his or her area.
- The area office will have a nutrition assistant visit the family at home or arrange a meeting in a group setting.
- The family needs only to declare income; no documentation is required.
- A minimum of 12-15 hours must be scheduled with the participant for nutrition education.

FOR MORE INFORMATION:

Call 1-800-622-3637, or write:

Massachusetts Expanded Food and Nutrition Education
Program
202 Stockbridge Hall
University of Massachusetts
Amherst, MA 01003

FOOD STAMPS

WHAT ARE FOOD STAMPS?

Food stamps are coupons that can be used like cash to buy food at most grocery stores, supermarkets and co-ops. They are distributed monthly to low-income households that qualify.

Household definitions:

- a. individual living alone.
- b. family members living together. When a family member is either disabled or 60 years or older, and purchases and/or prepares food separately, this person may apply for and receive food stamps separately from the rest of the family.
- c. family members with minor children can be a separate household from other family members if the family member with children purchases and prepares meals separately.
- d. individual living within a household who is not related to other household members and buys and prepares food separately.
- e. a group of individuals living together who buy, prepare and eat food together.
- f. a resident of a group home, drug or alcoholic treatment program, shelter for battered women or shelter for the homeless.

Disabled definition:

Under food stamp regulations a "disabled" person is one who receives Supplemental Security Income (SSI), a permanent disability Social Security benefit, or a VA-related benefit for disability. Temporary disability, for example recipients of General Relief or Worker's Compensation, does not constitute disability under food stamp regulations.

WHAT ARE THE MONTHLY BENEFITS?

The monthly allotment of food stamps received by a household is based on its net monthly income and household size calculated at the food stamp office.

- Nationally, the average food stamp allotment is approximately \$44 per person each month, or 54¢ per meal.
- The maximum allotment per month is currently \$165 for a household of 2 and \$300 for a household of 4. (The maximum allotment changes yearly).

WHO QUALIFIES?

Applicants must meet all of the following criteria:

- U.S. citizens, recognized permanent refugees with visa status, or legal aliens.
- Low-income households according to federal income guidelines.
- Households with resources (aside from income) valued at:
 - \$3,000 or less for households with at least one elderly (age 60 or over) member.
 - \$2,000 or less for all other households.

Note: Households in which all members are receiving AFDC or SSI are categorically eligible for Food Stamps. Information on Food Stamps can also be obtained from AFDC and SSI representatives.

Resources that do NOT affect eligibility:

- a. home and surrounding property.
- b. property on which a house is being built.
- c. household and personal goods.
- d. cash value on life insurance or pension fund (with the exception of IRAs and Keogh Plans).
- e. income-producing property or tools.
- f. inaccessible resources (irrevocable trusts).
- g. burial plots.

Resources that WILL affect eligibility:

- a. cash on hand.
- b. checking or savings accounts.
- c. stocks and bonds.
- d. recreational boats and vehicles.
- e. land that is owned but not lived on by the household, which could produce income, but does not.
- f. some cars: Cars worth less than \$4,500 will not be counted as resources; however, in most cases, cars worth more than \$4,500 will have a part of their value counted as a resource.

Income Eligibility:

Gross income is defined as all income before any deductions are made for income taxes, employee social security taxes, insurance premiums, etc. It can come from earned income, such as from a job, or from unearned income, such as child support payments, unemployment benefits, Worker's Compensation, pensions, or public assistance.

Net income is defined as income after all deductions.

- Gross monthly income is the first guideline used by the food stamp office to determine a household's eligibility for food stamps. See Appendix for current gross income guidelines.
- If a household is within gross income guidelines, the next step is for a food stamp worker to calculate net income.
- Households that contain elderly and/or disabled members are exempt from gross income guidelines. They need only meet net income guidelines to qualify for food stamps. This benefit for the elderly and disabled allows a food stamp worker to consider all possible deductions, such as medical and shelter costs, before disqualifying the household due to excess gross income. All other households must meet both gross and net income guidelines.
- Gross income guidelines are more liberal than net income guidelines. Therefore, if a household is within gross income guidelines it will not automatically be within net income guidelines. However, in most cases a household meeting gross income will also meet net income limits. Net income requires extensive computation that includes deductions such as medical costs if age 60 or over or disabled, dependent care costs, and high rent and utility costs. Careful calculation of all expenses for one month is extremely important in determining the maximum food stamp benefits.

HOW TO APPLY

- Food stamp applications may be picked up and filed in person or by mail at the Welfare office serving the area where the household is located. For the nearest office call 1-800-645-8333.
- An interview is set up with a food stamp worker to complete the application.
- Applicants who cannot get to the office in person may appoint someone they trust to apply for them as their Authorized Representative.
- Applicants 65 or over or disabled who cannot get to the food stamp office or send anyone to go in their places may ask for telephone interviews or home visits from a food stamp worker.
- At the time of the appointment applicants should bring:
 1. Identification showing name and address. If they have no address, they should be prepared to say where they are staying so the food stamp worker can verify that the clients have applied to the correct service office.

Note: A permanent address or mailing address is not required for food stamp application or issuance. All correspondence may be done in person at the food stamp office. (See Food Stamp Homeless Policy on page 17).

2. Social Security numbers of all household members. If any household members do not have Social Security numbers, they will be asked to apply for them before food stamps are issued. The food stamp application, however, will not be delayed because of this.
 3. Proof of citizenship, or alien status if not born in the United States.
 4. Proof of all income of all household members. These are examples of documentation required:
 - a. last 4 weekly pay stubs, last 2 biweekly stubs or a letter from employer stating income.
 - b. copy of check or benefit statement for Social Security pension, SSI, or other unearned income.
 - c. Workers' Compensation statement.
 - d. letter from court regarding child support or alimony.
 - e. income tax forms for previous year (W2 or quarterly estimates if self-employed).
 - f. bank book or current bank statement.
 - g. unemployment compensation statement.
 5. Receipts for child care or the care of other dependents who cannot care for themselves.
 6. Receipts for housing costs---rent, heat and utilities.
 7. Medical bills --only if 60 or over, or disabled.
- If the household is found to be eligible, it should receive its first allotment of food stamps by the 30th day following date of application. Benefits are retroactive to the date of application.
 - Each month an Authorized To Participate (ATP) check will be issued to the client by mail. If the client does not have a permanent or mailing address, other arrangements can be made. For example, the address of a friend, relative, frequently used shelter or the local food stamp office may be used.
 - This ATP check is exchanged for food stamps at a bank or other agency. The food stamp office can provide a list of participating agencies.
 - If the applicant disagrees with the outcome of the application, he or she may file a Fair Hearing request to have a third party determine the fairness of the outcome.

EXPEDITED FOOD STAMPS

- The food stamp office should screen the application to determine if a household is eligible for emergency service. However, clients should inquire about expedited service if they think they are eligible.
- Applicants may be eligible for expedited food stamps if:
 - a. they had a monthly gross income less than \$150 in the previous month, and resources less than \$100; or
 - b. all members are homeless and otherwise meet eligibility requirements; OR
 - c. combined gross incomes and resources are less than the household's monthly rent or mortgage and utilities.
- Households must only verify identity for expedited food stamps. If applicant has no written verification, he or she may use another person's word to verify identity. However, the Food Stamp office may make reasonable attempts to obtain other verification (residence, income, Social Security number), but not to the extent of delaying the issuance process beyond the fifth calendar day after application.
- In some cases, food stamps may be issued on the same day if one qualifies for expedited service. Clients in need should ask for same day service.

FOR MORE INFORMATION:

Call the Project Bread Food Stamp Hotline at 1-800-645-8333, or the Department of Public Welfare, Office of Client Services at 1-800-841-2900.

1-800-445-6604

December 1986

POLICY AND PROCEDURE ISSUANCE LIST**F.Y.I.****FOOD STAMP ELIGIBILITY AND APPLICATION FOR HOMELESS INDIVIDUALS AND FAMILIES**

The Department has been advised that homeless individuals have encountered numerous barriers when applying and being certified for the Food Stamp Program. Therefore, the following items review certain policies pertaining to the food stamp application process.

- **Do not deny an application because there is no permanent address or verification of residency.** A permanent address or verification of residency, such as rent receipts, is not required. (106 CMR 362.100)
- **Do not require two forms of identification at application.** Only one form of personal identification is required. (106 CMR 361.640)
- **Do not require a Social Security card or number at application.** For expedited service, the SSN requirements must be met before the next issuance. (106 CMR 362.500)

For nonexpedited service, the SSN requirements must be met before initial certification (first issuance).

- **Do not require that the individual or family have access to cooking facilities.** (106 CMR 360.100)
- **Do not make the individual or family apply for other Public Assistance benefits as a condition of food stamp eligibility.** However, you should inform homeless individuals and families that they may be eligible for other Department benefits and refer them to the appropriate Worker if they wish to apply for those benefits.
- **Do not send homeless individuals or families to a particular local office.** For example, City of Boston residents should not be sent to Hawkins Street because it houses the Homeless Unit or to Church Street because it is near the Pine Street Inn to apply for food stamps. Applicants are to apply at the local office serving the geographic area in which the applicant resides. (106 CMR 361.110)
- **Do refer to AP-85-6 "ELIGIBILITY OF HOMELESS HOUSEHOLDS IN THE FOOD STAMP PROGRAM" and AP-86-18 "FOOD STAMP ELIGIBILITY FOR HOMELESS INDIVIDUALS AND FAMILIES STAYING IN SHELTERS" for additional information about food stamp eligibility for homeless individuals and families.**

HEAD START

WHAT IS HEAD START?

Head Start is a federally funded early childhood program that provides a wide array of educational, health and social services primarily to low-income preschool children and their families.

WHAT DOES HEAD START PROVIDE?

- Education: Head Start provides a learning environment which helps the child develop socially, intellectually and emotionally.
- Health Services: The health component is designed to provide each child with comprehensive medical, nutritional, dental, and mental health services. Emphasis is on assessment, early intervention and prevention of health problems.
- Nutrition: Well-balanced, nutritious meals and snacks are provided for the children, as well as nutrition education for the children and their parents.
- Social Services: The social service component provides family counseling and referrals to other community services.
- Parent Involvement: Head Start encourages parent involvement in all components of the program.

WHO QUALIFIES?

TO BE ELIGIBLE FOR HEAD START A CHILD MUST BE:

- Age 3-5 from a low income family receiving public assistance: AFDC, SSI, or General Relief.

OR

- Age 3-5 from a low-income family whose total annual income is not more than 100% of federal poverty. See Appendix for current income guidelines.
- Note: A foster child who is a ward of the state is considered to be a family of one. In determining eligibility, only the funds which can be identified for personal needs of the child (clothing, school fees, etc.) received from the welfare agency will be counted as income. When such funds cannot be identified, no portion of the funds provided by the welfare agency shall be considered as income.

- Note: Handicapped children who meet the income eligibility guidelines will take priority. Programs should have no less than 10% of the total number of enrollment opportunities available for handicapped children.

HOW TO APPLY

- All applications must be submitted through the local Head Start program. For the number of the local Head Start director, call The Administration for Children, Youth and Families/Head Start Bureau at (617) 565-1134
- The local Head Start program will make an appointment for the applicant at the area office or will visit the applicant at home.
- Applications will be accepted at any time during the program year.
- The applicant should bring written documentation of all income of all family members to the appointment. Below are examples of documentation that must be presented if applicable to the family's situation.
 - a. Most recent pay stub (weekly, biweekly or monthly) or letter from employer stating income
 - b. Public assistance statement (AFDC, SSI, or General Relief)
 - c. Medicaid card
 - d. Income tax forms from previous year (W2 or quarterly statement if self-employed)
 - e. Workers' Compensation statement
 - f. Unemployment compensation statement
- Some Head Start programs may require the child's birth certificate (for proof of age) and social security numbers of all family members age 21 or over; however, this may vary from program to program.

FOR MORE INFORMATION:

Call (617) 565-1134, or write:

The Administration for Children, Youth and Families/
Head Start Bureau
JFK Building - Room 2011
Boston, MA 02203

SCHOOL MEAL PROGRAMS

National School Lunch Program School Breakfast Program Special Milk Program

WHAT ARE THE SCHOOL MEAL PROGRAMS?

The National School Lunch Program gives children a nutritious, low-cost lunch that provides approximately 1/3 of the current daily Recommended Dietary Allowance of nutrients. All public schools in Massachusetts must offer the school lunch program to their students; private schools may also offer the lunch program voluntarily.

The School Breakfast Program provides children with a nutritious, low-cost breakfast in schools. Massachusetts mandates the school breakfast program in public schools where 50 or more applications for free or reduced-price meals are on file as of October of the preceding year, and 40% of the lunches served two years prior to the current school year were free or reduced-price. However, all public and private schools may offer the breakfast program voluntarily.

SPECIAL MILK PROGRAM

The Special Milk Program encourages milk consumption by offering milk to children at a reasonable price, or serving it free to children eligible under USDA guidelines. Schools, split-session kindergartens, camps and child care institutions that do not participate in any other school nutrition programs are eligible for reimbursement for milk served to children.

WHAT'S IN A "SCHOOL LUNCH"?

1. 1/2 pint of milk to drink.
2. 2 ounces of lean meat, poultry, fish, or cheese; or 1 egg; or 1/2 cup cooked beans or peas; or 4 tablespoons of peanut butter; or an equivalent quantity of any combination of these foods.
3. 2 or more servings of vegetable or fruit together totaling 3/4 cup. Cooked dry beans or peas may be used as a vegetable alternate if they are not used as the meat alternate for the same meal.
4. One slice of whole grain or enriched bread or its equivalent.

WHAT'S IN A "SCHOOL BREAKFAST"?

1. A serving of fluid milk
2. A serving of fruit or vegetable, or full-strength fruit juice or vegetable juice.

3-4. Two servings of bread or bread alternate

OR

3-4. Two servings of meat or meat alternate

OR

3-4. One serving of meat or meat alternate and one serving of bread or bread alternate

WHO QUALIFIES?

- Any child may receive a school meal by paying the full price of the meal or by qualifying for free or reduced-price meals.
- Children from families with incomes between 130% and 185% of federal poverty guidelines are eligible for reduced-price meals. (The charge for the meal may be no more than 40¢ for lunch and no more than 30¢ for breakfast.) See Appendix for current income guidelines.
- Children from families with incomes at or below 130% of federal poverty guidelines and/or receiving food stamps or AFDC are eligible for free meals. See Appendix for current income guidelines.
- A foster child who is a ward of the state is considered to be a family of one. In determining eligibility for meal benefits, only the funds which can be identified for personal needs of the child (clothing, school fees, allowances, etc.) received from the welfare agency will be considered as income. When such funds cannot be identified, no portion of the funds provided by the welfare agency shall be considered as income.
- Discrimination in the school meal program is forbidden. The children are not to be identified in any way, especially through payment procedures.

HOW TO APPLY

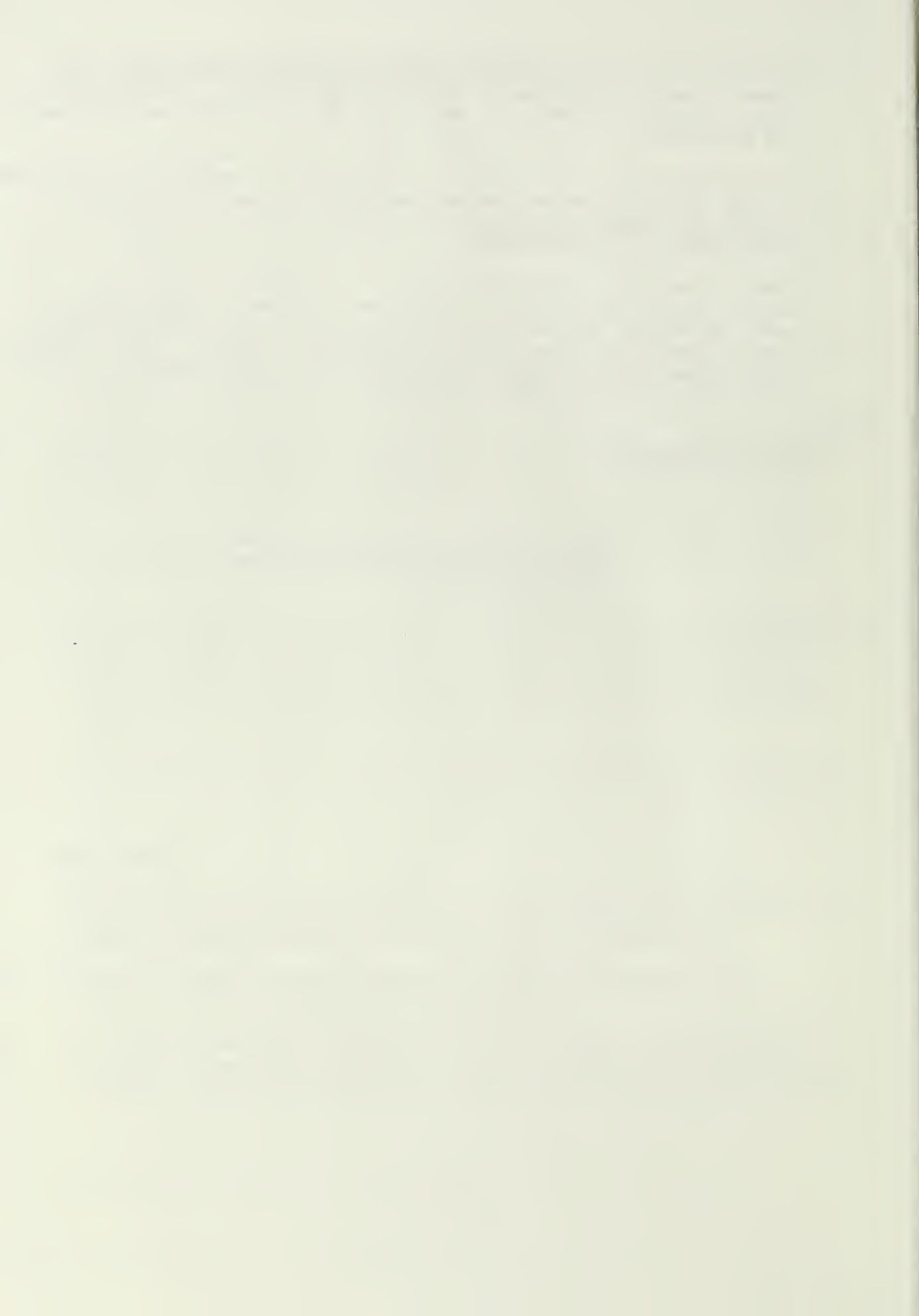
- Applications for free and reduced-price meals are sent home with the children during the first week of the school year. Both school lunch and school breakfast programs are included on this one application.
- Parents may also call the principal of the school and ask for the application at any time during the school year.
- The application asks the applicant to list the Social Security numbers of all family members 21 years and over, and to declare income from all sources. In most cases this is the final step of the application process.

- If any or all of the adult family members do not have Social Security numbers, their children may still be eligible for free or reduced-price meals. Simply write "NONE" in the Social Security number space provided on the application.
- If an application is being made for a child who is a member of a food stamp or AFDC household, the application need only list the child's name, a current food stamp or AFDC case number and the name and signature of an adult member of the household.
- Federal regulations require that each year a minimum of 3% of meal applications be selected for verification of income. If selected for verification, the household must provide written evidence to confirm its income, such as pay stubs, letters from employers stating income, income tax forms, unemployment compensation statements, or documentation of current participation in Food Stamps or AFDC.

FOR MORE INFORMATION:

Call (617) 770-7270, or write:

Massachusetts Department of Education
Bureau of School Nutrition Services
1385 Hancock Street
Quincy, MA 02169



SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS, AND CHILDREN (WIC)

WHAT IS WIC?

WIC is the Special Supplemental Food Program for Women, Infants, and Children. It provides supplemental foods and nutrition education to low- and moderate-income women, infants and children who are at nutritional risk.

WHAT DOES WIC PROVIDE?

- Monthly vouchers that can be exchanged for foods rich in iron, protein, calcium and vitamin C, such as eggs, iron-fortified cereals, juice, milk, cheese and infant formula. If the applicant is eligible, she or he will pick up four or five vouchers each month at the local WIC office. Each voucher must be signed in the presence of a WIC staff member. The WIC staff member then stamps the vouchers and gives the WIC participant a list of authorized grocery stores where these vouchers can be used.
- Nutrition education to promote healthy changes in eating, food preparation and shopping habits.
- Referrals to other resources (health care, battered women's shelters, AFDC, Food Stamps, etc.) that will help participants meet their other needs and concerns.

WHO QUALIFIES?

- Pregnant women
- Postpartum women
 - up to 1 year after delivery if breastfeeding
 - up to 6 months after delivery if bottle feeding
- Infants
 - birth to one year
- Children
 - under 5 years

WHO MUST:

- live in Massachusetts.
- be at nutritional risk as determined by the WIC program.

- have a household income at or below 185% of federal poverty guidelines. See Appendix for current income guidelines.

(A "household" is a person or group of persons who often, but not always, live together and who share income and expenses.)

HOW TO APPLY

- There are local WIC program offices located throughout Massachusetts. To find the nearest office, call 1-800-WIC-1007.
- Call the local WIC program. The applicant will be screened for income eligibility over the telephone and sent a Medical Referral Form. This must be filled out by the applicant's primary health care provider and returned as soon as possible to determine risk factors and to schedule an appointment.
- If health care is not accessible to the applicant, a WIC nutritionist will fill out the Medical Referral Form at the time of the appointment.
- Applicants must be given an appointment within 20 days after WIC receives their Medical Referral Form, or sent letters notifying them that they are being placed on a waiting list.
- Applicants at higher nutritional risk (such as pregnant women) as determined by the WIC program must be given an appointment or a waiting list notification letter within 10 days after WIC receives their Medical Referral Form.
- The applicant should bring to the appointment written documentation of all income of all household members. These are examples of documentation that can be presented if they apply to the household situation:
 - a. most recent pay stub or letter from employer stating income.
 - b. unemployment compensation statement or check stub.
 - c. Welfare grant statement or letter from social worker.
 - d. bank book or current bank statement if household member has no income and is living on savings.
 - e. letter from court regarding child support or alimony.
 - f. income tax forms from previous year (W2 or quarterly estimates for the self-employed).
- Applicants may "self-declare" income if no written verification of income is accessible.
- The applicant should also bring written verification of residence to the appointment. A permanent address is not required for the WIC program. Applicants who are homeless may use the following as a mailing address:
 - a. The address of a shelter where they frequently stay.
 - b. The address of a relative or friend.
 - c. The address of the local WIC program.

(See WIC Homeless Policy on page 26.)

- At the appointment the nutritionist will ask the applicant questions about diet and health to determine nutritional risk and to establish nutritional needs.
- If the applicant does not have facilities to store or use WIC supplemental foods, other arrangements may be made such as offering larger amounts of less perishable foods, for example powdered infant formula and powdered, non-fat dry milk. The WIC nutritionist can also instruct participants on how to redeem vouchers more frequently during the month to minimize food storage problems.

FOR MORE INFORMATION:

Call 1-800-WIC-1007, or write:

WIC Office
Department of Public Health
150 Tremont St., 3rd Floor
Boston, MA 02111

HOMELESS PERSONS

MAKE EVERY EFFORT TO ENSURE ACCESSIBILITY OF WIC SERVICES TO HOMELESS WOMEN, INFANTS AND CHILDREN WHO MEET WIC ELIGIBILITY CRITERIA.

Homeless families and individuals include anyone residing in a vehicle, park, hallway, doorstep, sidewalk, abandoned building, temporary shelter, hotel or motel. Consider these persons as high-risk for WIC services.

Homeless women and children may have compromised health and nutrition status as well as high levels of anxiety and stress. Display special sensitivity when gathering application and certification information.

CERTIFICATION PROCEDURES

Make every effort to certify the homeless applicant immediately. Modify the certification procedure as follows:

1. If the applicant does not have a permanent address, use the address of a frequently-used shelter, a relative or friend, or the WIC program. A mailing address is required for processing input and voucher issuance.
2. If the applicant has income but no written verification, write "self-declaration" on the documentation line of the income form.
3. If health care is not accessible to the applicant, do blood tests and measurements in the WIC office. Have your nutritionist complete the Medical Referral Form, or refer the applicant to your agency's health care provider. Refer the applicant to a local health care provider if s/he is covered by health insurance.
4. If the applicant does not have storage facilities for WIC foods:
 - a) Issue the appropriate "homeless" food package. See the HOMELESS PACKAGES section of this Procedure Manual for more information on issuing homeless packages.
 - b) Discuss spreading out redemption of vouchers over the 4-week period, and offer food storage and sanitation information when applicable.

Refer homeless applicants and participants to all appropriate health and human service agencies within your area, such as:

- | | |
|---|---|
| * local Welfare/AFDC client assistance services | 617-292-8900 Boston
1-800-841-2900 statewide |
| * Food Stamps Hotline
(Project Bread) | 1-800-645-8333 |
| * Mass Law Reform (legal services) | 617-742-7250 |
| * food pantries/meal programs | Call Project Bread Hunger Hotline
(617-523-0710) for listing |
| * local shelters | Call your local City Hall for
locations |

Make referral calls on behalf of the homeless applicant to food and shelter resources, and offer supermarket gift certificates if appropriate and available.

OUTREACH

Contact and distribute outreach materials to local agencies offering services to homeless families and individuals.

SUMMER FOOD SERVICE FOR CHILDREN

WHAT IS THE SUMMER FOOD SERVICE PROGRAM?

The summer feeding program is administered by the state Department of Education to ensure that during school vacation (July and August), children will be able to receive the same high quality meals provided during the school year by the National School Lunch and School Breakfast Programs.

WHO CAN SPONSOR THESE PROGRAMS?

- Public or nonprofit private schools.
- Public or nonprofit private residential summer camps.
- Units of local, municipal or county government, such as city recreation commissions and human services departments.

MEAL SERVICE

- Camps may serve up to 4 meals a day: breakfast, lunch, supper and supplemental snacks.
- All other sites may serve up to 2 meals a day, if one is lunch and one is either breakfast or a supplemental snack.
- No sponsors may serve more than two supplemental snacks per day.

WHO QUALIFIES?

- Children 18 years of age or younger.
- Persons over 18 years who are mentally or physically handicapped and participate in a public or nonprofit private school program established for the mentally and physically handicapped that sponsors the Summer Food Service Program.
- Once a meal site is approved for the program, meals are served free to all children regardless of family income.

HOW TO APPLY

- A written application from the sponsor must be submitted to the Department of Education by June 15th of each year.
- If a sponsor can verify that at least 50% of the children living in its area or 50% of its enrolled children are eligible for free or reduced-price meals, it may be considered an "area in which poor economic conditions exist." This can be verified by:

1. Information provided from departments of welfare or education, zoning commissions, census tracts or the number of free or reduced-price meals served to children in that school system; or
 2. Through a participant application process which asks for the incomes of the families who will be enrolled in the program.
- Sponsors who qualify as "area eligible" may receive reimbursement for meals served to all children, regardless of income.
 - If the sponsor is a residential camp or if it fails to qualify as "area eligible", it can be reimbursed only for meals served to children who are eligible for free or reduced-price meals. In this case, families enrolled in the program must submit a free and reduced-price meal application to qualify the site for program reimbursement. This application asks for the same information as the School Lunch/Breakfast Program application:
 1. Family size and income from all sources.
 2. Social Security numbers of all family members 21 years and over. If any or all of the adult members do not have Social Security numbers, simply write "NONE" in the space provided.

FOR MORE INFORMATION:

Call (617) 770-7260, or write:

Massachusetts Department of Education
Bureau of School Nutrition Services
1385 Hancock Street
Quincy, MA 02169

TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

WHAT IS TEFAP?

TEFAP is a federally funded program under the direction of the United States Department of Agriculture (USDA). The Massachusetts Department of Education, Bureau of School Nutrition Services, under agreement with the USDA, distributes surplus foods to low-income households through local public or private nonprofit agencies. There are two different programs under the auspices of TEFAP, Quarterly Distributions and Emergency Food Pantries. The information below on emergency pantries applies only to those that sponsor the TEFAP program. There are also pantries that do not sponsor TEFAP. For a local listing call the local Food Bank or the Hunger Hotline at (617) 523-7010.

WHAT DOES IT PROVIDE?

Quarterly Distribution

- Butter, flour, cornmeal, peanut butter, vegetarian beans, canned pork and egg mix are distributed to low-income households on a quarterly basis through a network of public and private non-profit agencies.
- These agencies may include local community action agencies, councils on aging, and city and town health or school departments.
- Sponsors are asked to publicize the distribution times and locations as well as the guidelines for eligibility. This may be done through local newspapers, radio stations and/or flyers.

Emergency Food Pantries

- Non-profit Emergency Food Pantry sponsors, such as churches and social service agencies, provide food boxes to households that have an emergency need for food.
- Emergency Food Pantries distribute the same products as available.
- Unlike Quarterly Distributions, Emergency Food Pantries are open year-round during scheduled hours. Hours of operation vary from pantry to pantry.
- Households may not receive an emergency food supply more frequently than once per month.

WHO QUALIFIES?

- Households that participate in programs with income guidelines for eligibility, such as Food Stamps, AFDC, Medicaid, SSI, Head Start, Fuel Assistance, WIC, Veteran's Aid or General Relief

or

- Households with incomes at or below 150% of federal poverty guidelines. See Appendix for current income guidelines.

HOW TO APPLY:

- For the location of the nearest Quarterly Distribution site or Food Pantry, call the state TEFAP office at (617) 770-7280.

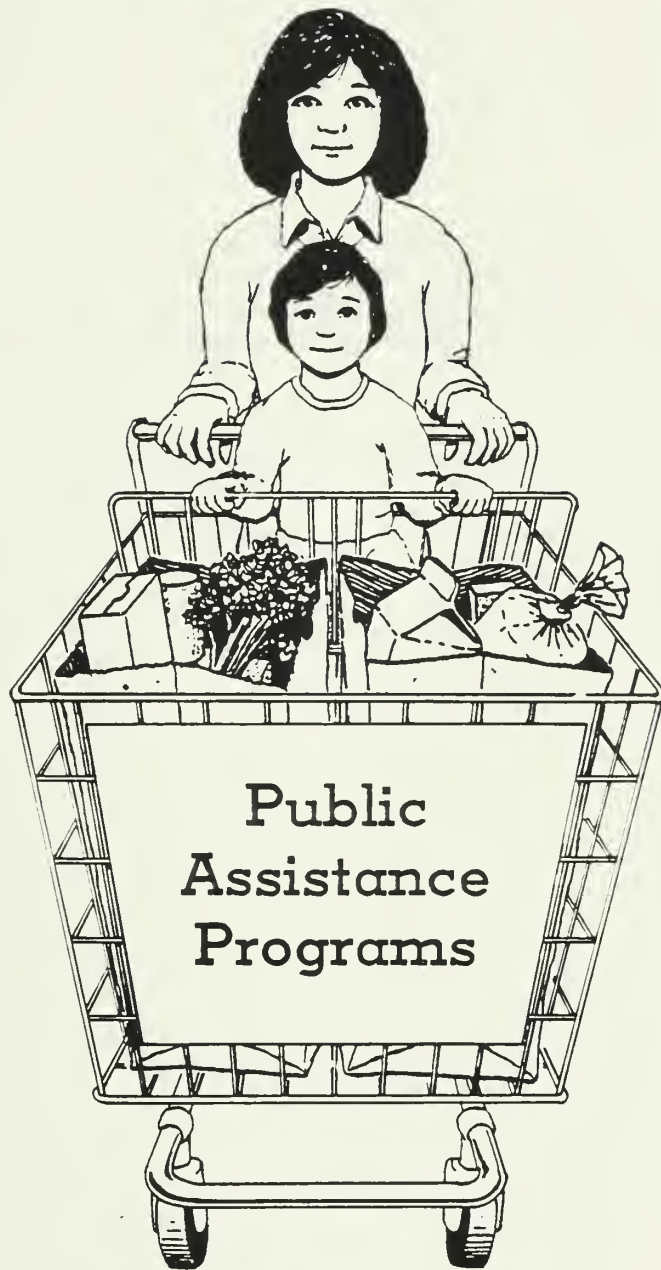
Boston households may call their local ABCD (Action for Boston Community Development) office for Quarterly Distribution information at (617) 357-5447 or 5448. Note: This hotline number only operates for the 2 weeks prior to the month of distribution.

- When recipients arrive at the Quarterly Distribution site or Food Pantry, they are required to fill out a recipient log which asks for their name and address and the Social Security number of the head of the household.
- Some sites may only require that recipients self-declare their income, while others may require proof of participation in a means-tested program such as an AFDC card, food stamp card or Medicaid card. Or they may require proof of income, such as a pay stub, copy of check or benefit statement, Worker's Compensation statement or unemployment statement. These requirements vary from site to site.

FOR MORE INFORMATION:

Call (617) 770-7280, or write:

Massachusetts Department of Education
Bureau of Nutrition
1385 Hancock Street
Quincy, MA 02169



PUBLIC ASSISTANCE PROGRAMS

PAGE

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Healthy Start	34
Medicaid	36

These are just a few of the public assistance programs available to low-income families and individuals. For a more extensive listing, a good reference is Little Max: Creating Maximum Benefits for Children, Elderly, Poor and Disabled People. To obtain a copy of Little Max contact:

Massachusetts Poverty Law Center
69 Canal Street
Boston, MA 02114
(617) 742-9250

AID TO FAMILIES WITH DEPENDENT CHILDREN (AFDC)

WHAT IS AFDC?

AFDC is a public assistance program administered on the state level by the Massachusetts Department of Public Welfare and federally by the Department of Health and Human Services. The federal government determines the eligibility criteria, while each state determines how much money each eligible person will receive in benefits. This cash assistance program is available to families with needy children deprived of support due to parental absence, incapacity, or low-paying jobs. It is also available to certain caretaking relatives and pregnant women.

WHAT DOES AFDC PROVIDE?

- The AFDC grant is a monthly payment, the amount of which depends on family size and income.
- If the applicant has an emergency need for money, a welfare worker can give him or her a special payment form for rent which landlords can "cash," and can issue emergency food stamps. The amount of emergency help will not be more than the first monthly payment.
- If the applicant is eligible, the first check is sent 30 days after he or she applies.

WHO IS ELIGIBLE?

- Everyone has the right to file an AFDC application in the local welfare office. The welfare office will determine whether or not applicants are eligible. Applicants who disagree with the decision may appeal.
- Always insist on filing a "formal" application with the welfare office. Applicants who do not file a formal application never get a formal denial. Without a formal denial, applicants cannot request a hearing to challenge the welfare office's decision.
- For more information on specific eligibility criteria, contact the local welfare office.

HOW TO APPLY

All applicants must apply in person at the local welfare office.

FOR MORE INFORMATION:

Call the Department of Public Welfare's Office of Client Services at 1-800-841-2900.

HEALTHY START

WHAT IS HEALTHY START?

Healthy Start is a program of the Massachusetts Department of Public Health that provides financial coverage for pregnancy-related services to uninsured, low-income, pregnant women. The objective of this program is to ensure early and continuous prenatal care to maintain health during the course of the pregnancy and delivery and to give babies a "healthy start."

WHAT DOES HEALTHY START PROVIDE?

Healthy Start pays for the cost of care related to pregnancy, including:

- Pregnancy tests
- Prenatal care with a participating health care provider
- Pharmacy and laboratory charges
- Special referrals for certain disorders (such as suspected heart problems, diabetes) with prior approval
- One well baby visit for the newborn
- One postpartum health care visit for the mother
- Two home visits for high-risk mothers and babies. Additional home visits require prior approval.
- All inpatient hospital costs, including labor and delivery, are charged to the hospitals' free care pools.

Healthy Start also provides:

- Referral to and assistance in applying for Medicaid.
- Referrals to other pregnancy-related services in the community, such as WIC and teen parenting groups.
- Education about the importance of prenatal care.

WHO IS ELIGIBLE?

To be eligible for Healthy Start, a woman must be:

- Pregnant,
- A resident of Massachusetts,
- Uninsured for prenatal and/or pregnancy-related hospital services,
- Ineligible for Medicaid or has not yet applied for Medicaid,
- At or below 200% of the federal poverty level.

HOW TO APPLY

Women may enroll by filling out an application at participating health centers, physicians' offices, community health centers and hospital clinics. Or, the applicant can call the Healthy Start office to apply by telephone.

FOR MORE INFORMATION:

Call 1-800-531-BABY, or write:

Healthy Start
Department of Public Health
150 Tremont Street, 3rd Floor
Boston, MA 02111

MEDICAID

INTRODUCTION

Medicaid is a state and federally funded medical insurance program for the financially needy that is administered by the Department of Public Welfare. Medicaid should not be confused with Medicare, which is a federally funded medical insurance program for the elderly and certain disabled individuals.

BENEFITS

- Medicaid provides full medical coverage, including:
 - hospitalization
 - outpatient hospital services
 - physician's services
 - medical equipment
 - prescription drugs
 - home health care
 - institutional care
 - transportation to Medicaid-covered medical services
- Medicaid will cover medical expenses that occurred up to 3 months prior to filing the application, if the expenses are unpaid and if the client would have qualified for Medicaid at that time.
- Medicaid eligibility will usually be determined within 45 days.
- If the applicant is in emergency need of medical care, a temporary Medicaid card should be issued within 24 hours.

ELIGIBILITY

- All recipients of AFDC and Supplemental Security Income (SSI) are automatically eligible for Medicaid.
- There is no Medicaid coverage available in Massachusetts solely on the basis of poverty. To be eligible for Medicaid an applicant must meet the Department of Public Welfare's basic, categorical and financial eligibility requirements. For more information on specific eligibility criteria, contact the local welfare office.

APPLICATIONS

- Since all SSI and AFDC recipients are automatically eligible for Medicaid, it is not necessary for them to file a separate Medicaid application.
- All other applicants need to apply at their local welfare office.

FOR MORE INFORMATION:

Call the Department of Public Welfare's Office of Client Services at
1-800-841-2900.

APPENDIX

HOW TO USE THE FEDERAL POVERTY INCOME GUIDELINES

The federal poverty income guidelines listed on pages 39-40 are referred to repeatedly throughout this guide. When used in combination with the written program descriptions, they can be a useful guideline to program eligibility. These guidelines vary from program to program. This particular chart represents the Special Supplemental Food Program for Women, Infants, and Children's (WIC) guidelines which are 185% of federal poverty.

(185%) Poverty Income Guidelines

Effective July 1, 1989-June 30, 1990

Household Size	Gross Annual Income
1	\$ 11,063
2	14,837
3	18,611
4	22,385
5	26,159
6	29,933
7	33,707
8	37,481

For each additional member add: \$3,774.

- The first step is to calculate the household's gross annual income. This is the household's income before taxes, Social Security contributions, insurance premiums, etc. are deducted.
- Find the household's size in the left-hand column. (Note: The definition of household size may vary from program to program.) If the household's income is smaller than or equal to the figure in the right-hand column, it is within the income guidelines for that program.

For example, a household of four with a gross annual income of \$20,000 applies for WIC. The maximum gross annual income allowed for a family of four is \$22,385 according to the guidelines above. Therefore, this family meets the income eligibility guidelines for WIC.

POVERTY INCOME GUIDELINES
(July 1, 1989 - June 30, 1990)

"Gross income" is defined as all income before deductions are made for income taxes, employee social security taxes, insurance premiums, etc.

100% of POVERTY: For use with Head Start.

Household Size	Gross Annual Income
1	\$ 5,980
2	8,020
3	10,060
4	12,100
5	14,140
6	16,180
7	18,220
8	20,260

For each additional member add: \$2,040.

125% OF POVERTY: For use with EFNEP.

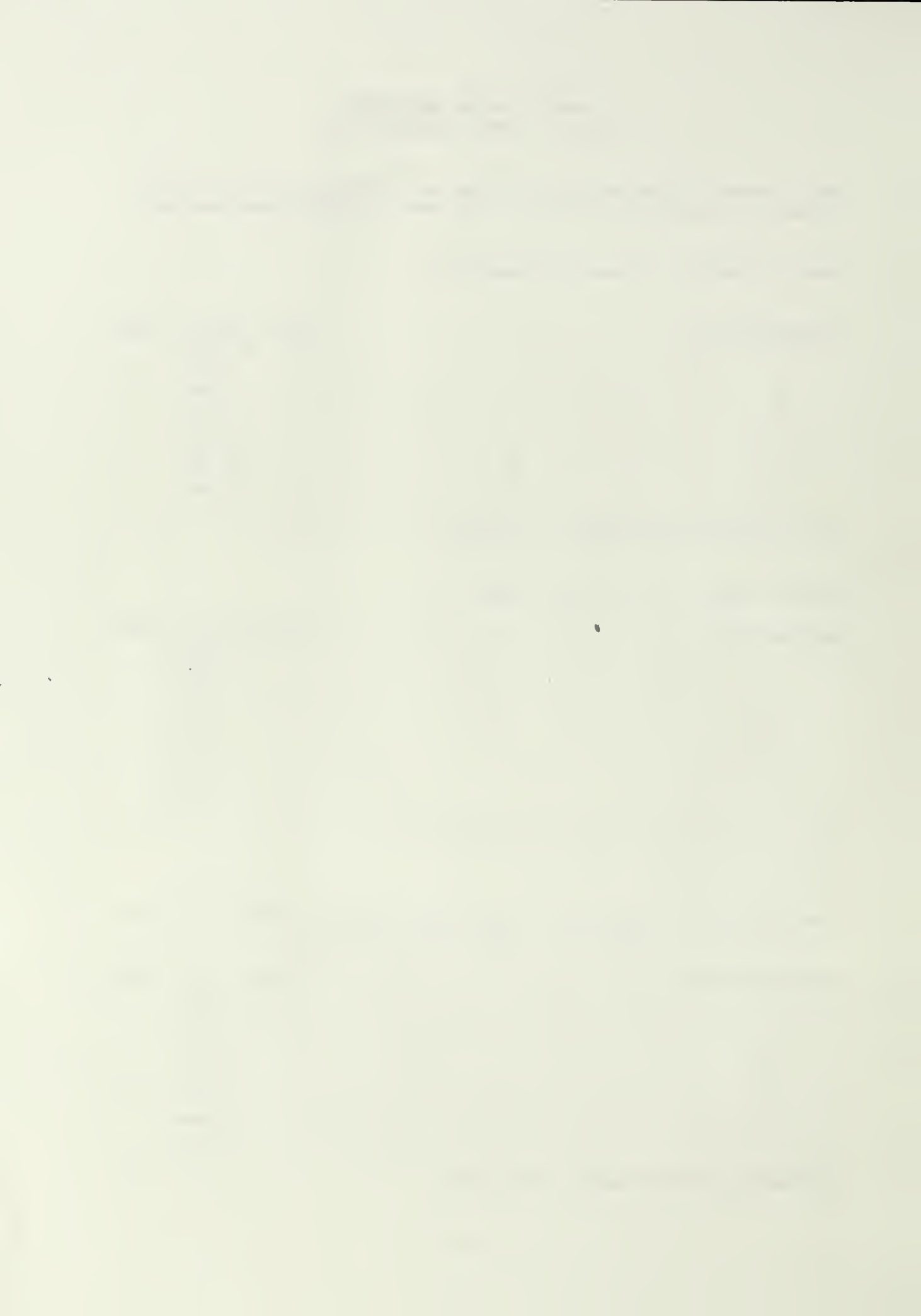
Household Size	Gross Annual Income
1	\$ 7,475
2	10,025
3	12,575
4	15,125
5	17,675
6	20,225
7	22,775
8	25,325

For each additional member add: \$2,550.

130% OF POVERTY: For use with School Meal Programs, Summer Food Service, Child Care Food Program, Food Stamps.

Household Size	Gross Annual Income
1	\$ 7,774
2	10,426
3	13,078
4	15,730
5	18,382
6	21,034
7	23,686
8	26,338

For each additional member add: \$2,652.



150% OF POVERTY: For use with TEFAP.

Household Size	Gross Annual Income
1	\$ 8,970
2	12,030
3	15,090
4	18,150
5	21,210
6	24,270
7	27,330
8	30,390

For each additional member add: \$3,060.

185% OF POVERTY: For use with WIC, School Meal Programs, Summer Food Service, Child Care Food Program.

Household Size	Gross Annual Income
1	\$11,063
2	14,837
3	18,611
4	22,385
5	26,159
6	29,933
7	33,707
8	37,481

For each additional member add: \$3,774.

200% OF POVERTY: For use with Healthy Start.

Household Size	Gross Annual Income
1	\$11,960
2	16,040
3	20,120
4	24,200
5	28,280
6	32,360
7	36,440
8	40,520

For each additional member add: \$4,080.



Commonwealth of Massachusetts

Michael S. Dukakis, Governor

Philip W. Johnston, Secretary of Human Services

David H. Mulligan, Commissioner of Public Health

January 1990



